



City of Lansing

316 N. Capitol Ave. Suite C-1, Lansing, MI 48933

Office# 517-483-4355 Fax# 517-377-0169

www.lansingmi.gov

Cell Towers and Antennas Plan Review Submittal

Submission of electronic plans is required through ACCESSMYGOV.COM. Click <http://lansingmi.gov/DocumentCenter/View/343> for access to the Electronic Registration Form. Once submitted, a web pin number will be provided.

Current Code: 2012 Michigan Building Code, Section 3108 & TIA-222 (*STRUCTURAL STANDARD FOR ANTENNA SUPPORTING STRUCTURES AND ANTENNAS*)

Required Information:

1. Property Information (including tax parcel number)
2. Applicant
3. Registered Design Professional in Responsible Charge (fill out attached form)
4. Site Plan
5. Construction Drawings (including Structural Calculations/Analysis)

Construction Drawings: Shall include construction plans with minimum information such as: Code Compliance Criteria, Structural Calculations/Analysis, Site Plan, Tower Elevations, Proposed Antenna/Radio mounting details, proposed or changed cabinet details and Electrical Service Changes/Additions.

Building permits are not required for:

1. Replacement cell tower antenna(s) of same size as existing equipment (*Provide Structural Analysis to Verify*)
2. Replacement of cell tower radio heads of same size as existing equipment
3. Installation of cell tower cable lines
4. Low voltage/Data Wiring
5. Concrete Pads for Generators

Zoning Requirements: contact Susan Stachowiak at 517-483-4085 or Susan.Stachowiak@Lansingmi.gov
(Reference: City of Lansing Planning and Zoning Code, Chapter 1298, Wireless Comm. Towers and Antennas)



Department of Planning and Neighborhood Development

316 N. Capitol Ave., Suite C-1 – Lansing, MI 48933-1238 – (517) 483-4355 – Fax (517) 377-0169
Robert Johnson, Director
www.lansingmi.gov

Virg Bernero, Mayor

Building Safety Office

Registered Design Professional Form

Registered Design Professional in Responsible Charge (DPRC)

In accordance with the section 107.3.4 MBC 2012, the **Project Owner** must designate the licensed architect or engineer who is the project's Registered Design Professional in Responsible Charge.

The designated architect/engineer must be a licensed professional, and is responsible for reviewing and coordinating all submittal documents prepared by consultants for compatibility with the building design. Documents may include: design/build submittals, deferred submittals, special inspections and structural observations.

Project Address: _____

Project/Tenant Name: _____

COL Project #: _____

Registered Design Professional in Responsible Charge

First Name: _____ Last Name: _____

Company: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Cell: _____ Fax: _____

License # _____

I accept the Responsibilities of DPRC: Signature _____

Owner Information

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Phone: _____ Fax: _____

As the PROJECT OWNER, I designate the above person as my registered professional for the project noted.

I understand that the architect/engineer designated shall be responsible for reviewing and coordinating all submittal documents prepared by others for the duration of the project. I also understand that I must provide written notification to the Building Official if my designee is changed.

Owner Signature

Date